

## **MINUTES OF A REGULAR MEETING OF THE TOWN COUNCIL HELD ON WEDNESDAY, July 2nd, 2008**

The Town Council met in the Council Chamber of the Town Hall at Shelburne, Nova Scotia on Wednesday, June 5th, 2008 at 7:00pm.

Those present were His Worship Mayor P.G. Comeau, Deputy Mayor Tony Mahaney, and Councillors Alan Delaney, Bernard Nickerson, and Bill Murray.

Regrets; Councillor Elizabeth Acker

The meeting was called to order by Mayor Comeau.

It was moved by Councillor Murray and seconded by Deputy Mayor Mahaney, "Resolved that Minutes of a regular meeting of Town Council held on June 5th, 2008 be received and adopted as circulated". Motion Carried

There were no delegations or individuals scheduled to appear before Council.

It was moved by Deputy Mayor Mahaney and seconded by Councillor Murray, "Resolved that the Correspondence be received as circulated". Motion Carried

The Correspondence was dealt with in the following manner.

Information was received from Kimberley Drane, Special Events Coordinator, Parks & Recreation Department regarding a street closure for the Soap Box Derby. It was agreed to close a portion of Buckley Street to vehicular traffic on July 8<sup>th</sup> and July 12<sup>th</sup> for the 9<sup>th</sup> Annual Soapbox Derby Race.

A letter from Frank Anderson, South West Shore Development Authority, was received requesting a repayable grant in the amount of \$4,200, and requesting a letter of approval be sent in support of a draft resolution by the Town of Yarmouth to the UNSM asking for an enabling amendment to the MGA. Discussion took place on the requests and the email from Stephen Feist, Municipal Advisor, Service Nova Scotia & Municipal Relations, stating that there are no records of any Ministerial approval for loan guarantees. It was agreed to send a letter of support for the draft resolution being prepared by the Town of Yarmouth on behalf of the nine municipal units involved with the South West Shore Development Authority. It was also agreed that Councillor Reid would request that the South West Shore Development Authority, clarify the request for the repayable grant.

A letter was received for information from Gloria Beuree, Shelburne Historical Society and Beverly Cox, Black Loyalist Heritage Society, inviting Council to the Annual Garden Party on Sunday, July 20<sup>th</sup>.

It was moved by Councillor Reid seconded by Councillor Murray, "Resolved that the Building Inspector's Report for May 2008 be received as amended." Motion Carried

It was moved by Councillor Nickerson and seconded by Deputy Mayor Mahaney, "Resolved that the Special Constable's Report for June be received." Motion Carried

It was moved by Councillor Murray and seconded by Councillor Delaney, "Resolved that the Parks and Recreation Director's Report for May be received." Motion Carried

It was moved by Councillor Reid and seconded by Councillor Murray, "Resolved that bills as approved amounting to \$ 170,261.13 be received and paid." Motion Carried

### **Mayor's Items**

Mayor Comeau noted that just prior to Council the Town Council participated in a reenactment for the "Freedom of the City" granting the Regiment permission to seek the safety of the Town.

On June 5<sup>th</sup>, Mayor Comeau attended the official opening of the 22<sup>nd</sup> Annual Shelburne County Lobster Festival held at the Sandy Point Community Centre.

Mayor Comeau reported on the Physician Recruitment meetings held. He noted at present the Chair is Robert Legere along with six other members with more members being brought in on sub-committees. He noted that advertisements will be placed in medical journals to target people interested in living in the area. The ads will emphasis family, with the harbour and sailboats in the background, along with a website to refer to for more information. He further noted that a new medical clinic is being discussed. There were several areas suggested for a possible site and they were being looked into.

Mayor Comeau reported on meetings held with the Tourism Ad-Hoc Committee. He noted that Mr. Huddleston spoke with Mr. Anderson regarding issues of funding for a study, and other possible locations.

Mayor Comeau noted the letter received from Mary Manning, Principal of the Evelyn Richardson Memorial Elementary School regarding a meeting being held on July 9<sup>th</sup> to discuss the Hogg Funding Formula and impact on the TCRSB students.

Mayor Comeau reported on his recent trip to Halifax regarding meetings held with Eimskip. He noted that Eimskip has streamlined and cut back services. They did note that they do have projects for the Shelburne Port, but are unable to identify a timeframe. Black Bull has also approached Eimskip regarding shipping from the Shelburne Port and the South West Shore Development Authority may be referring customers to Eimskip.

Mayor Comeau reported on the Finance and Audit Meeting held Tuesday, June 24<sup>th</sup>. He noted that Mr. Guye had presented a request to the Committee to have the sewer maintenance charge of \$198.00 reviewed, and that the Shelburne Fire Department requested consideration be given in replacing tanker truck #4, it was agreed to start the tender process to receive the exact funding needed. He further noted discussions on the Physician Recruitment Committee and the Motion to designate \$3,500 to go towards advertising. Mayor Comeau noted that the Town's Solicitor would proceed with legal actions towards Mr. Keith Jacklyn regarding numerous complaints with his business located on Falls Lane. A tender was awarded for repairs to Fire Truck #1, letters were received from the Historical Society regarding the roof at the Muir Cox Shipbuilding Interpretive Centre, from the Victoria Order of Nurses, the South West Shore Development Authority, and two requests for sewer adjustments were considered as a result of their property reverting to a single family dwelling. It was moved by Councillor Reid and seconded by Deputy Mayor Mahaney,  
"Resolved that the Minutes of a Finance and Audit Committee meeting held on June 24<sup>th</sup>, 2008 be received and adopted". Motion Carried

Discussion took place on the Municipality of the District of Shelburne also designating \$3,500 for the Physician Recruitment Committee allowing the ad to run for two months. It was agreed that the Town will do their part and hope the Municipality will support the Committee. It was further noted that the Province would pay for travel for a physician and their spouse to tour an area of interest, along with \$150/day for food and accommodation costs.

Mayor Comeau reported on the Shelburne Port Authority meeting held June 11<sup>th</sup>. He noted that interest charges would be charged to Eimskip accounts after 90 days, Councillor Reid would be doing an inspection on the underside of the wharf regarding concerns raised by the Wharf Manager. He further noted that a new handheld radio had been purchased, quotes were being obtained regarding installation of a retention wall around the waste oil unit, and an Ad-Hock Committee had been formed to work on attracting/developing packages for small cruise lines. It was moved by Councillor Murray seconded by Council Reid,  
"Resolved that the Minutes of a Shelburne Port Authority meeting held on June 11<sup>th</sup>, 2008 be received and adopted". Motion Carried

### **Committee Reports were given**

Deputy Mayor Mahaney reported on the Personnel Meeting held on Wednesday, June 4<sup>th</sup> and noted it was agreed to host interviews for the Assistant Sewage Treatment Plant Operator/Water Utility Foreman and the Student Counsellor for the Shelburne Visitor Information Centre at the same time. It was moved by Deputy Mayor Mahaney, seconded by Councillor Murray,  
"Resolved that the Minutes of the Personnel Committee meeting held on June 4th, 2008 be received and adopted." Motion Carried

Deputy Mayor Mahaney reported on the Personnel Meeting held on Wednesday, June 17<sup>th</sup>. He noted that after the interview for the position of Assistant Sewage Treatment Plant Operator/Water Utility Foreman it was decided to advertise externally. He further noted that applications for the summer student position at the Shelburne Information Centre were reviewed. It was moved by Deputy Mayor Mahaney seconded by Councillor Murray,  
"Resolved that the Minutes of the Personnel Committee meeting held on June 17<sup>th</sup>, 2008 be received and adopted." Motion Carried

Deputy Mayor Mahaney reported on the Civic Building and Properties Committee meeting held on June 18<sup>th</sup>. He noted that twenty-one (21) Town owned properties were reviewed to be placed for sale by tender and minimum bids were agreed to be placed on each property. He further noted that the Committee agreed to have the Fire Hall/Civic Centre floor stripped, sealed and waxed. It was moved by Deputy Mayor Mahaney seconded by Councillor Delaney,  
"Resolved that the Minutes of the Civic Building and Properties Committee meeting held on June 18<sup>th</sup>, 2008 be received and adopted." Motion Carried

It was noted that the twenty-one (21) Town owned properties to be placed for sale by tender, had to be reviewed by the Town's Solicitor and the Solicitor was not able to review them in time to be placed for sale in July. The properties would be placed for tender in August.

Deputy Mayor Mahaney noted at the Shelburne Visitor Information Centre statistics indicated an increase in visitors for June from 517 in 2007 to 771 in 2008.

Councillor Delaney reported on the Waterfront Development Committee meeting held June 16<sup>th</sup>. He noted that because there was not a quorum, general discussion took place on the awning and power at Guild Hall, power to be installed at the foot of Rodney Lane, and preparation for tenders for the signage at the Muir Cox Complex.

Councillor Delaney reported on the Waterfront Development Committee meeting held on June 25<sup>th</sup>. Councillor Delaney noted that two (2) tenders were received for the electrical service installation at the end of Rodney Lane. The Committee awarded the tender to Williams Electric, and the tender insured that power would be in place before summer events started on Dock Street. It was moved by Councillor Delaney seconded by Deputy Mayor Mahaney, "Resolved that the Minutes of the Waterfront Development Committee meeting held on June 25<sup>th</sup>, 2008 be received and adopted." Motion Carried

Councillor Delaney noted that a full schedule of events for the upcoming Loyalist Landing 2008 events would be published in the Coast Guard.

Councillor Reid noted that the Town is looking good and there is excitement in the air with all the events planned.

Councillor Nickerson gave a verbal report for Councillor Acker regarding the Parks and Recreation Department. Councillor Nickerson noted the Summer Fun Guides are distributed around Town, the Soapbox Derby will be held July 12<sup>th</sup> and a program for the upcoming Founders' Days will be published in the Coast Guard.

Councillor Nickerson reported on the Minutes of the Occupational Health & Safety Committee meeting held June 26<sup>th</sup>. Councillor Nickerson noted several Town employees will be scheduled for safety courses. He further noted that an audit was conducted on the sewer plant with no problems and an audit on the water treatment plant took place, but an official inspection will take place once all work has been completed on site. He further noted that an election of officers for the Occupational Health & Safety Committee will take place at the next meeting to be held in September. It was moved by Councillor Nickerson seconded by Councillor Reid, "Resolved that the Minutes of the Occupational Health & Safety Committee meeting held on June 26<sup>th</sup>, 2008 be received and adopted." Motion Carried

### **Clerk's Items**

Four tenders were received and opened for the patching and recapping of several streets in Town. The Tenders received were:

Town & Country Property Improvements Ltd	\$22,361.25 + HST
Aberdeen Paving Ltd.	\$39,700.00 + HST
Dexter Construction	\$59,000.00 + HST
LaHave Paving Ltd.	\$58,464.00 + HST

It was moved by Deputy Mayor Mahaney seconded by Councillor Nickerson, Resolved that the Tender from Town & Country Property Improvements Limited in the amount of \$22,361.25 + HST for patching and recapping portions of several streets in the Town of Shelburne be accepted." Motion Carried

Two tenders were received for 500 cubic yards of Type 1 Quarry Class A Gravel. The Tenders received were:

Swansburg Construction Ltd.	\$19.48 cu/yd + HST
Harlow's Construction Ltd.	\$21.35 cu/yd + HST

It was moved by Councillor Reid seconded by Councillor Murray, Resolved that the Tender from Swansburg Construction Limited in the amount of \$19.48 cu/yd + HST for the supply of 500 Cubic Yards of Type 1 Quarry Class A Gravel delivered to the stockyard on Hammond Street be accepted." Motion Carried

The Waterfront Development Committee will be reviewing the request for four (4) locator signs to be placed on Dock Street, after noting that advertising of retail businesses contradicts the Town Use By-Law.

The Clerk noted that the first Monday in August has been designated as a civic holiday in the Town, and a notice will be placed in the local paper to that effect.

**New Business**

Councillor Delaney informed Town Council that the judges for the Communities in Bloom will be in the area on July 22<sup>nd</sup> & July 23<sup>rd</sup>. He further noted that the Committee wished to express their appreciation to the Town Council and Public Works Department for all there help.

**Further Business**

Councillor Delaney noted that invitations had gone out in regards to the political longboat challenge being held on the Waterfront Weekend on Saturday, July 12<sup>th</sup>.

A Finance and Audit Meeting was set for July 15<sup>th</sup> at 6:30 pm.

There being no further business at 8:10pm, on Motion the meeting adjourned.

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P.G. Comeau, Mayor

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C. Wilmont Hardy, Town Clerk